



King County
Prosecuting Attorney

PUBLIC RECORDS REQUEST FORM

Date: _____ **Time:** _____
Name: _____
Address: _____
City: _____ **State:** _____ **Zip:** _____
Phone: _____
Email: _____

Please identify, in as clear and specific detail as possible, the records that you are requesting. Be sure to include any additional information that may assist us in locating the records. A court cause number or police incident number, if known, may help us respond more promptly.

MAIL/FAX/EMAIL YOUR REQUEST TO:

King County Prosecuting Attorney
Attn: Monique Cohen / Public Records Officer
W400 King County Courthouse
516 Third Avenue
Seattle, WA 98104-2388

Phone: 206. 477-6249
Fax: 206. 296-0191
Email: monique.cohen@kingcounty.gov

PLEASE NOTE:

A copy fee of \$0.15 per page is charged pursuant to RCW 42.56.070(8) & RCW 42.56.120. However, you may arrange a time to view requested records without a charge to you.

Pursuant to RCW 42.56.070(9), lists of individuals received through a public records request can not be used for commercial purposes.